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Quick Reference Guide to the Student-Parent Handbook and Behavioral Learning Guide

*The purpose of this document is to provide parent and guardians valuable information to prepare
For the 2022-2023 school year*

Important Dates

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| • August 2, 2022 | First Student Attendance Day |
| • October 3-7, 2022 | Fall Break |
| • November 21-25, 2022 | Thanksgiving Break |
| • December 19 – December 30, 2022 | Winter Break |
| • January 4, 2023 | Students Return |
| • March 13-17, 2023 | Spring Break |
| • May 25-26, 2023 | Graduation |

School Hours

The school building will not be open before 7:30 a.m. Please do not send your student to school before this time as no certified personnel are on duty. The following is the school hours:

- Elementary (P-5): 8:00 a.m. - 2:30 p.m.
- Elementary (P-6): 8:00 a.m. - 2:30 p.m.
- AAA & ASFL: 8:00 a.m. - 3:00 p.m.
- Jr. High/Middle School: 8:00 a.m. - 3:00 p.m.
- High School: 8:30 a.m. - 3:40 p.m.

School Visitors

For the protection of students and school employees, all schools have a closed campus policy. All persons visiting a school for any purpose are required to go to the School Office immediately upon entering the building to report their presence and business.

School Attendance

- Alabama State Law requires that “every child between the ages of 6 and 17 years of age shall be required to attend a public school, private school, church school, or be instructed by a competent private tutor for the entire length of the school term in every scholastic year...”
- Parent(s)/guardian(s) must provide a written explanation of the reason(s) for each absence within two school days after each absence (or consecutive absences). If the written explanation is not provided within the two-day period, the absences will be unexcused. A student must be in attendance one-half day to be counted present.
- A student may have a total of 7 excused absences for illness without a doctor’s statement. After an accumulation of 7 excused absences for illness without a doctor’s statement, the student will receive unexcused absences for illness unless absences are documented with a doctor’s statement.
- If a student arrives to school after the start of the school day, the student is considered tardy.

For more information, please refer to the HCS Student-Parent Information Guide.

Child Nutrition Program

Meal Prices (for all grade levels)

- Breakfast:
 - Students: \$1.50
 - Reduced price breakfast: \$0.30
 - Faculty, Staff, Teachers: \$2.00
 - Guests: \$2.50
- Lunch:
 - Paid student lunch: \$2.65 Reduced price lunch: \$0.40
 - Faculty, Staff, Teachers: \$3.65
 - Guests: \$4.25

Payments can be made by cash or check to your student's school.

Free and Reduced Meal Forms are available online at: <https://www.huntsvillecityschools.org/cnp>.

Student Bus Conduct

School bus conduct and discipline are parental and student responsibilities. It is important that students follow all established rules and regulations to ensure the safety of all student passengers. Parents are requested to ensure their student fully understands school bus rules and obeys them.

Failure to follow bus rules may lead to disciplinary actions including possible suspension from bus. For more information, please refer the Appendix C of the BLG: Bus Expectation Form

State Mandated Assessment Program

All students including students participating in the virtual program are expected to participate in all state mandated assessments. Parents and students should contact their homeschool for their assessment schedule

Graduation Ceremonies Participation

Only those students who have completed all requirements for a diploma or those students who have completed the prescribed Individual Education Plan (IEP) will be allowed to participate in the graduation ceremony. Student fees (excluding drivers' education) may only be charged for materials and equipment used in instructional courses, and that the fees collected may only be used in the course for which the fee was collected. Actions against the non-paying student, such as withholding grades, report cards, transcripts, academic recognitions, and graduation activities, are prohibited. Participation in a graduation-related ceremony may be prohibited by the principal if the student violates disciplinary standards or if, in the judgment of the principal, the student's participation could lead or contribute to disorder or disruption of the ceremony or activity.

Student Dress Code

Huntsville City Schools is committed to preparing our students for college and careers beyond high school. In order to be successful in either arena, students must dress in a neat, clean, and appropriate manner and in clothing that encourages an atmosphere conducive to learning, work, and discipline. Students will not wear any article of clothing or display any insignia or sign that shows disrespect for any person, creed, race, color, sex, or nationality, or that may lead to a disruption of the learning environment. Please refer to the Student-Parent Information Guide for more information concerning specific expectations for student dress.

Student Support-Bullying

We encourage students and parents to report bullying to school administration immediately if bullying occurs. Bullying, harassment, or intimidation is serious and will not be tolerated. HCS has a form to report

alleged bullying, harassment, or intimidation that occurred on school property, at a school-sponsored activity or event off of school property, on a school bus, or on the way to and/or from school in the current school year. Students who fail to meet expectations by bullying, harassment, and threats will be issued consequences according to the BLG including possible long-term removal from school. Please report any bullying by completing the form at <https://www.huntsvillecityschools.org/bullying-harassment-intimidation-report>.

Personal Electronic Devices

Personal Electronic Devices or PEDs may not be used by students for any disruptive purpose, including telephone calls, text messaging, taking photographs and videos, or any other functions during the regular school day. Students may possess PEDs, but they must be powered off and out of sight in backpacks/purses or lockers. It is not permissible for PEDs to be on “silent” or “vibrate” during this time.

Internet Conduct

Access to the internet has been made available to HCS students, teachers, and staff. The goal is to promote educational excellence in HCS by facilitating research, resource sharing, innovation, and communication. The use of the computer network and internet is a privilege, not a right. Any user who violates these procedures shall, at a minimum, have his/her access to the computer network and internet terminated. HCS may refuse to reinstate access for the remainder of the student's enrollment in HCS.

Student Behavior

The Behavioral Learning Guide (BLG) serves as our framework for promoting fair and equitable practices for all students. It is HCS goal to provide safe learning environments that empower students to improve and progress both academically and behaviorally. While HCS implements a robust progressive discipline program, there are several student disciplinary actions that may lead to Level 4 for secondary students (Grades 7-12) including:

- Academic Dishonesty
- Alcohol, Drugs, Inhalants, and Tobacco
- Bullying, Harassment, and Threats
- Disruptive and Uncooperative Behavior
- Explicit, Lewd, and Obscene Actions
- Inappropriate Physical Contact and Aggression
- Recording and Transmissions
- Weapons/Firearms

For more information, please review the HCS Behavioral Learning Guide at <https://www.huntsvillecityschools.org/departments/behavioral-learning>